

SECRET

14 March 1984

MEMORANDUM FOR: Deputy Director for Operations

FROM: Executive Assistant to the DDCI

SUBJECT: Support for Upcoming DDCI Trip, 22 April - 10 May 1984

1. As you know, the DDCI will be traveling during 22 April - 10 May to a number of European cities. His current itinerary is attached. He would appreciate your providing him briefing books for this trip by COB 13 April.

2. Please include data on the following:

- Station personnel and operations.
- Relationships with liaison, the U.S. Embassies (include bio sketches on the Ambassadors), and any other significant U.S. Government entities.
- Any gaps/concerns/issues.
- Any talking points you might suggest for any of his meetings.

3. We will also be asking the DDI to provide background information through you and to identify any issues they might want to raise. As the schedule firms up it would be helpful if you would keep the appropriate DDI officers advised so that they will be able to provide appropriate bios and suggest talking points for the DDCI's meetings.

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cc: Executive Director

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